

Operational Decision Record

Publication Date: 06/04/22	Decision Reference Number: 4593
Decision Title	
Contract Extension for Interim Corporate Director of Finance & Resources	
Decision Value	
Up to £100,000	
Revenue or Capital Spend?	
Revenue	
Department	
Finance and Resources	
Contact Officer (Name, job title, and contact details)	
Paul Slater, HR Business Lead, 0115 87 63829	
Decision Taken	
To extend the contract with Penna to provide an interim agency resource and appointment to the post of Corporate Director for Finance & Resources, acting as Nottingham City Council's statutory lead officer under section 151 regulations to act as Chief Finance Officer, until 30 June 2022.	
Reasons for Decision and Background Information	
An interim appointment was secured with Penna in 2020. A previous contract extension was agreed to allow the City Council to progress a permanent appointment to post. This appointment process has recently been undertaken and this extension is to facilitate an appropriate handover until the new appointee commences in post.	
Other Options Considered and why these were rejected	
To not extend the contract, however this would leave a resourcing gap with both the Corporate Director and statutory role of Chief Finance Officer vacated for a period. This option is not viable and was rejected. Contractual notice periods mean that it is not possible to bring forward the date of the permanent appointment.	
Reasons why this decision is classified as operational	
This is a decision taken within agreed budgets and spending limits and does not involve a change or new policy. It is not a Staffing Decision as the spend does not relate to employed officers of the Council, but is the cost of bringing in an external resource (agency).	

Additional Information
Procurement Comments: The proposal involves using a framework to make this appointment. The framework has specific call-off terms for awarding contracts. Provided that the framework process is followed, the award of contract would be compliant with procurement law and therefore there would be no significant Procurement concerns. Paul Ritchie, Procurement Manager, advice provided 03 February 2022. Finance comments: This decision will be funded by utilising the budget for the permanent Corporate Director of Finance & Resources until a permanent replacement is in post. This budget alone, however, will be insufficient to cover all the costs of the interim arrangement and a one-off shortfall of up to £0.060m could materialise. If this occurs then it will be funded by anticipated 22/23 first quarter underspends in relation to staff vacancies across Finance. Philip Gretton, Strategic Finance Business Partner, advice provided 16 February 2022.
Decision Maker (Name and Job Title)
Mel Barrett, Chief Executive.
Scheme of Delegation Reference Number
1
Date Decision Taken
17/02/2022